

QAR Team Meeting August 6, 2012

Next Meeting – Aug 20, 2012 at WH2NW (Black Hole)

First	Last	Organization	phone	email	Present
Bakul	Banerjee	CD	5251	bakulb@fnal.gov	X
Adam	Bracero	TD	2536	bracero@fnal.gov	X
Frank	Cesarano	BSS	4188	cesarano@fnal.gov	X
John	Dawson	ESH	4830	jbdawson@fnal.gov	X
Nicole	Gee	WDRS	3697	nicole@fnal.gov	
Jed	Heyes	OQBP	3969	jhey@fnal.gov	X
Tom	King	QAE	6474	mrdking@fnal.gov	X
John	Martzel	QAE	5061	martzel@fnal.gov	X
Kurt	Mohr	QAE	6001	kmohr@fnal.gov	X
Mike	Pakan	QAE	2236	mpakan@fnal.gov	X
Don	Rohde	AD	2367	rohde@fnal.gov	X
Eugene "JJ"	Schmidt	PPD	4328	jj@fnal.gov	X
Rod	Walton	FESS	2565	rwatson@fnal.gov	X
Jim	Wollwert	FI	5561	jwollwer@fnal.gov	
Jack	Anderson	DI			X

Meeting locations for future QAR meeting locations: ALL Monday meetings in WH2NW (Black Hole) at 9:00 AM – *Every other week*

Carry Over Items & Task Assignments

1	QARs - Identify assessment topics most important (beneficial) to your D/S/C	All QARs	continues
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Items Covered Today

Topic	Introduction of new COO Jack Anderson and Remarks on QA & CAS Review
Discussion	COO has been in QA roles before and understands the value of a good QA program when properly aimed. FRA liked FermiDash and suggested more focus on top-down key items that upper management would need; there is concern about progress and implementation pace; suggested borrowing what works from other lab's CAS efforts (ex: Risk Management Tools); need more effective Issues Management program than available just for ES&H; put more emphasis on Risk Management System – see QAR20120806CASBulletPoints.docx
Resolution	Information

Topic	Identify Assessment Topics Most Important for Next Year
Discussion	No new items suggested. QARs can help D/S/C managers – review and identify any assessment in Consolidated Assessment Schedule & Tripartites where QA could add value. OQBP to discuss with the ESH Tripartite schedule manager.
Resolution	request and task assignment remains

Topic	Self-Assessment Improvement Team Update
Discussion	Putting together presentation on status/progress
Resolution	Information

Topic	Assurance Council
Discussion	No meeting
Resolution	Information

Topic	KPMG Active Facility Data Collections - Audit Status
Discussion	J Dawson described review of site facilities for contamination risks. Project Performance Corp was responsible to extract data from FIMS (Facilities Inventory Management System) as a contractor to DOE. Now DOE has taken this activity in house. Appears that some issues require clarification on what constitutes a "facility" – for example is material outside on the ground and enclosed by fence a facility.
Resolution	Information

Topic	Assessment Status Update
Discussion	<ul style="list-style-type: none"> K. Mohr –awaiting feedback for technical accuracy from CS managers T. King – "small projects" final report distributed – waiting on issued CAP acceptance processing M. Pakan – awaiting feedback for technical accuracy from TD managers J. Martzel – closing meeting held Friday, report not out yet– 1 Finding – not following Engr Manual, although demonstrated good practices K. Mohr – finished assessment and draft out today or tomorrow M. Pakan – now at pre-planning for assessable projects
Resolution	Information

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Topic	D/S/C updates /news/ quality issues/ agenda items
Discussion	none
Resolution	Information

Tom King - X6474 or 630-267-6644

Meeting adjourned - duration 50 minutes